

Friends of the Emporia Public Library

Minutes of Board Meeting

April 22, 2024

Members present: Harvey Foyle, President; Gene Graber, Vice President; Vicki Brooks, Membership; Ruth Gutierrez, Book Sorter Chair; Ron Sellers, Becky Sellers, Sarah Wyrick, Library Board Rep; Pauline Stacchini, Library Director; Cindy Durbin

Members absent: Jessica Hopkins, Jan Ralston, Treasurer; Dee Schwinn, Secretary

Harvey called the meeting to order at 5:00 p.m.

The following items were added to the agenda: Unfinished Business: 1. First Friday 2. 501 C3 New Business: 1. Check out of Key to Friends Building 4. Mini grants Gene moved and Vicki seconded to approve the agenda as amended. The motion passed.

Everyone received minutes of the March meeting via email. Ruth noted a correction in spelling in the motion by Becky to adjourn the meeting (morning should be motion) Dee will make this change. Vicki moved and Cindy seconded that we approve the minutes as corrected. The motion passed.

Harvey asked for any questions concerning the treasurer's report as Jan was not present. Discussion was held to clarify dates that Jan will write disbursement checks to the library. It was decided at the last meeting this will be done after the spring and fall book sales so no further action was required. Ruth moved and Vicki seconded that we accept the treasurer's report. The motion passed.

Library Board report: Sarah gave the report. Heather Criswell and Sarah Wyrick have had their board terms renewed. Bobbie Long resigned from the board due to her move out of the city limits. Guest speaker from the library, Cheryl Simpson, presented an interesting review of her position as activities coordinator. Harvey also shared about information presented about the cost of new chairs for the children's department. He also shared about some concerns voiced regarding the early closing of the most recent book sale.

Library Director's report: Pauline requested that the next disbursement check be split into two checks for \$150 and \$9850. This is due to a recent grant awarded to the library for the 7/22/2024 performance and workshop by the group Pretend Friend.

Membership: Vicki has no report on how many new members or renewals were received during the book sale. Renewals are down from last year. She will send out notices on renewals. A discussion was held on the need to possibly raise membership fees and order new envelopes. It was decided to table this discussion until June since Vicki will not be at the May meeting. Ruth moved and Gene seconded to table this discussion and it was approved by the board.

Book sorter chair report: Ruth gave the book sorter chair report. There were 107 ½ volunteer hours. Contact was made with a man in Olpe about a possible book donation in May. About 170 boxes of books were picked up by Twin Valley Development Services. Eight book boxers (Dee, Sarah, Ellen, Kathleen, Jean, Cindy, Vicki, Ruth) worked 2 ½ hours and 7 sorters (Gene, Dee, Ron, Becky, Kathleen, Sandy, Ruth)

helped move boxes for 45 minutes. The two workers from Twin Valley, Shane, and Joe, appreciated our help. A huge thanks to Vicki Brooks and Cindy Durbin who sorted through the Children's room books and saved the more sellable books. We are low on childrens donations for now. Other genres are at a more manageable shelf space level.

Unfinished Business:

1. Fall Book Sale Date: 10/18-23)
2. First Friday: There was a question of who is in charge of this sale. It was discussed that the organization is much the same as for a flash sale. The entry fee was paid by Susan Brinkman. The date is June 7, from 5-7 p.m. Dee is checking on what artist will be at the Friends' building.
3. 501 C3: A copy of the letter of determination for this was requested and received. It will be on file on the cloud file through the library and in the cabinet in the Friends' building

New Business:

1. Key check out. Ruth expressed concerns about the key kept in the lock box is not always available and its whereabouts are unclear at times. This was discussed and it was decided that Pauline will remind all staff where the 2nd key is located in case this situation occurs again. If this fails to resolve the issue, we may need to consider a sign out sheet for the key.
2. Mini grants. Bobbie Long, formerly a library board member, is an ESU professor and teaching a class on grant writing this summer. She will have students who may be available to write grants if this is something we desire.

For the Good of the Board: Match Day information for past and current years is now compiled in a notebook that will be placed in the cabinet in the Friends' building.

A general discussion was held on the most recent book sale. No definite decisions were made.

The meeting was adjourned at 5:58 p.m.

Respectfully submitted,

Becky Sellers, acting secretary

Next FOL board meeting May 20, 2024